



MIAMI BEACH

City of Miami Beach

PARKING DEPARTMENT

1755 Meridian Avenue, Suite 200

Miami Beach, FL 33139

Ph: (305) 673-7505, Fax: (305) 673-7066

CONSTRUCTION METER RENTAL REQUEST FORM

Date: _____

Company Name _____ Contact Name: _____

Address: _____

Phone No.: _____ Fax No _____

From: **Asha Marajh/Office Associate IV /Meter Rental Liaison**

Phone No. 305-673-7000 ext.6729

Fax No. 305-673-7066

All transactions are to be completed and paid before 3 P.M. Monday through Friday. Form of payment cash, check and credit card (Master or Visa Card only).

In order to better serve your meter rental needs, the parking department requires the following information.

____ 1. Copy of the paid Building Dept. Work Permit and/or Public Works Permit (sidewalks, fences, cranes).

____ 2. Roll Offs/Dumpster (**if applicable**) Name of Dumpster Company _____

____ 3. Meter Head or Plate numbers.

You are required to list **EACH** meter No. to be bagged:

Meter Location: _____

Meter/Plate No.'s: _____

____ 4. Day and Date of Rental **From:** _____ **To:** _____

Hours-From: _____ **To:** _____

____ 5. Please list type of vehicles to be parked at the location, **please note that no regular, personal, crew parking is allowed to park.**

All rentals must be requested 48 hours in advance. Exceptions will be assessed a \$20.00 processing fee. Cancellations without 24 hours notice will be assessed a \$20.00.

There will be a charge of \$ 20.00 for all returned checks or 10% of the total whichever is greater. You will be solely responsible for all bank fees. All future payments by your company must be paid in cash or money order for a period of (1) year.

Once you have completed the above information, sign and fax to Asha Marajh to the above fax No. Please note that **NO ORDERS SHALL BE PROCESSED** without signature and complete information.

Signature

Date

Phone No.

APPROVED BY: _____

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Dear Customer:

The Miami Beach Parking System has established the following procedures for the rental of metered spaces:

1. **All rentals must be requested 48 hours in advance.**
2. The Miami Beach Parking System will "BAG" and "UNBAG" meters during the rental period.
3. Charges are as follows:
 - A. Administration Fees:

0 - 5 meters	\$20.00
6 - 10 meters	\$25.00
11 or more meters	\$30.00
 - B. **Construction Meter Rentals:**
 - * A copy of a valid, City issued Building or Work Permit must accompany each application for meter rental.
 - Fee per space: ----- 0 - 5 meters ----- \$5.00 per meter \ per day.
 - Each Additional meter
 - over 5 meters ----- \$10.00 per meter \ per day.
 - All "WEEKEND" meter
 - rentals (per meter) -- \$10.00 per meter \ per day
 - ***Regardless of amount of meters to be bagged.
 - C. Production & Film \ Special Events Rentals:
 - *A copy of a valid, City issued Production/Film or Special Events Permit must accompany each application for meter rental.
 - *Each meter ----- \$10.00 per meter \ per day.
 - ***Regardless of amount of meters to be bagged.
 - D. All Other Meters:
 - *Each meter----- \$10.00 per meter \ per day.
 - ****Regardless of amount of meters to be bagged.
4. **In the event the parking meter (head) and/or pole has to be removed for any length of time, a \$50.00 (per meter) removal and \$50.00 (per meter) reinstallation fee will be assessed.**
5. You are responsible for any and all damages which may occur to the parking meter, parking meter pole, or the parking meter bag and lock during the rental period.
6. The Miami Beach Parking System will "bag" the meter purchased, but will not "reserve" the parking space by ticketing or towing. You are solely responsible for the use of the metered spaces during the rental period.
7. The City of Miami Beach's processing fee for returned checks is \$20.00 or 5% of the total amount of the check; whichever is the larger amount. As a result, all future payments will only be accepted in the form of cash, cashier's check or money order for a period of one (1) year.

THE ABOVE IS FOR INFORMATIONAL PURPOSES ONLY AND IS SUBJECT TO CHANGE WITHOUT NOTICE. THE CITY ALSO RESERVES THE RIGHT TO MAKE CHANGES WHICH ARE NOT CURRENTLY COVERED IN THESE INSTRUCTIONS.
DEV.1994 , REV.1/01 , REV.6/96 , REV.8/00, Rev. 2/02, Rev.9/02.